

RASA Coordinating Committee Guidelines

(Approved by the RASA Board on 04.19.2024)

Composition and Appointment

The RASA Coordinating Committee (the CC), appointed by the Board of Directors (the BoD), functions as an executive advisory body within Russian-American Science Association, Co. (RASA). The CC includes at least the following RASA officers:

- President
- Vice President or President-elect
- CEO
- Secretary

The CC may also include RASA directors and regular or associate members of the association, as chosen by the BoD. Committee members are appointed for a one-year term, with an option for multiple term extensions. The BoD may appoint additional members to the committee as needed throughout the year.

Meetings

Meetings of the CC may be chaired by the President, the Vice President, or the CEO, ensuring a structured and effective decision-making process.

Key Responsibilities

The CC is entrusted with the following key responsibilities:

- **Strategic Execution:** Implementing the BoD strategies.
- **Advising Top Management:** Providing insight and support to the President, the CEO, and other RASA executives.
- **Advising Board of Directors:** Offering valuable insights and guidance to the BoD on various matters related to RASA operations.
- **Developing Scientific and Programmatic Content of RASA activities:** Reviewing and approving RASA activities, assisting in RASA programs, proposing new activities and initiatives.

- **Facilitating Decision Making and Handling Urgent Decisions:** Acting swiftly in urgent situations and facilitating decision making between the BoD meetings or under critical circumstances.
- **Compliance and Monitoring:** Ensuring alignment with RASA policies and regulations, and the laws of the United States and the Commonwealth of Massachusetts.
- **Communication Link:** Regularly acting as the communication link to the President, the CEO, and RASA members.
- **Performance Evaluation:** Conducting performance evaluation of the CEO as needed.

Additional Responsibilities

In addition to the aforementioned responsibilities, the CC shall also undertake the following:

- **RASA Conference and Workshop Decisions:** Making decisions regarding the location of the annual RASA conferences and workshops, appointing the conference chair(s) and the program committee, and participating in the work of the program committee.
- **Management and Oversight of the RASA George Gamow[®] Award Committee:** Selecting the chair for the George Gamow[®] award committee (the GG committee) for the given year, advising the GG committee chair on selecting the GG committee members, and reviewing and granting final approval of the George Gamow[®] award laureates as determined by the GG committee.

Exclusive Prerogatives of the Board of Directors

Certain decisions remain the exclusive prerogative of the BoD and are not within the purview of the CC. These include:

- **Financial Management and Oversight:** The BoD holds exclusive authority over financial management and oversight, including budgeting, financial planning, grant submission and execution, and monitoring of financial resources.
- **Appointments of Offices:** The appointment of RASA officers, including the selection and dismissal of RASA officers, is solely the responsibility of the BoD.
- **Suspension or Removal:** The BoD has the exclusive right to suspend or remove any RASA member, or officer as is deemed necessary.

These foregoing responsibilities are critical to the governance of RASA and are therefore reserved for the BoD. The CC, while instrumental in daily operations and strategic execution, does not have the authority to make decisions in these or other fiduciary areas. In these and other areas the CC serves in an advisory capacity to the BoD, with executive authority explicitly delegated to it from time to time only.